

MINUTES OF A MEETING OF PLAISTOW AND IFOLD PARISH COUNCIL
Held on Tuesday the 14th of January 2014 at 7.30 pm
in Kelsey Hall

* Present

Chairman * Cllr Stuart East (C)

Councillors

* Cllr John Kirby (Vice-Chairman)

* Cllr Ronnie Perrin

* Cllr David Ribbens

* Cllr David Lugton

* Cllr Sallie Baker

* Cllr Françoise Lillywhite

Cllr Nick Whitehouse

* Cllr Sophie Capsey

* Cllr Vivien Forwood

Cllr Sara Burrell

* County Councillor Janet Dunton

District Councillor Nick Thomas

The chairman opened the meeting by welcoming cllrs and members of the public.

1/14) REPRESENTATIONS BY THE PUBLIC

There was a representation by Margaret Hibbard regarding the bio-digesters at Crouchlands Farm. Her concerns were primarily regarding the extensive pit which has been dug. She requested reference numbers for the planning application for this which should be with WSCC. The clerk agreed to investigate and email through the application numbers.

The chairman stated that members of the PC had attended 2 meetings jointly with Kirdford PC. It had been thought that the pits were supposed to get rid of the lagoons. The PC have reported the activities at Crouchlands to CDC and have been informed that planning applications are due imminently. Cllr Kirby stated that an application for a covered lagoon had already been permitted. Mrs Hibbard informed Council that there are 2 lagoons already in existence along with the additional pit.

ACTION: contact Reg Hawkes at enforcement.

The chairman stated that the ongoing highways issues have been raised with WSCC but to date, their response has simply been to keep repairing the road.

Cllr Kirby to report at the next planning meeting.

2/14) APOLOGIES FOR ABSENCE

Cllrs Sara Burrell and Nick Whitehouse.

3/14) DECLARATIONS OF INTEREST

None.

4/14) MINUTES OF LAST MEETING

The minutes of the last meeting were agreed and signed as a true record.

It was noted that the drug raid in Plaistow referred to in the previous minutes was actually in Loxwood due to the Police having a regional area known as Plaistow Ward which incorporates Loxwood.

Cllr Perrin wished to state that the format of the previous minutes were not clear as a black font should be used going forward. AGREED.

5/14) MATTERS ARISING FROM PREVIOUS MINUTES NOT ALREADY ON THIS AGENDA

Item 23/13: The pond platform is now completed.

Item 28/13: Should read - Solicitors have been instructed.

6/14) CHAIRMAN'S REPORT

The chairman requested that the planning meeting be rescheduled to the 22nd of January. The clerk to book the hall.

It was noted that due to the resignation of Tania Bacon, there was no PC representative for Kelsey Hall.

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The chairman proposed Cllr Lillywhite as representative. Seconded by Cllr Lugton. Unanimous.

RESOLVED that Cllr Lillywhite is the PC's representative for Kelsey Hall.

7/14) REPORTS FROM COUNTY AND DISTRICT COUNCILLORS

District Cllr Nick Thomas was unable to attend but sent the following report which was read by the clerk:

It is with much regret that I have to miss this pc meeting as family issues take me down to Devon. I can report an excellent CDC cabinet review of the overall budget which confirms all main services will be maintained and that there are healthy reserves in the budget! the next North East forum will be on March 13th and wonder if Plaistow could host? VAAC will present on voluntary services in the district and vital grants available. The new community centre at Midhurst is due to open in March on budget and just about on schedule. It will include a library, registrars office and a 21st century gym.

My very best wishes to all for 2014.

Cllr Nick Thomas

vice chair CDC

County Cllr Janet Duncton spoke of her ongoing role as childrens safeguarding champion. She stated that the team are well up to standard and she found it interesting work. She has also undertaken a foster panel.

The Gatwick Task and Finish Group have only had one meeting so far but more are due.

She informed the PC that the next CLC meeting was to be held in Rogate on the 21st of January.

She spoke of the £79m savings that WSCC are making this year, along with the additional £141m savings due to take effect over the next 4 years. The council is looking at making money to recoup some of the cuts and suggestions such as selling property have been tabled. It was noted that council tax would not increase.

It was noted that only A roads are contractually gritted by County and it was agreed that the clerk would send through to the PC the WSCC gritting and access emails when received.

8/14) NEIGHBOURHOOD PLAN WORKSHOP

Cllr Lillywhite reported on the success of the NP workshop held in December. Cllr Perrin wished to minute a formal thank you to Cllr Lillywhite for all her hardwork. It was noted that an ex-cllr had said that he thought the workshop had been very well organised and that a positive start to the process had been achieved.

The public consultation is hoped to take place at the end of March with another meeting earmarked for the 5th of February. Cllr Lillywhite to confirm dates with Maya at the Trust.

Ideas as to how to approach the open meeting were tabled. Adopting an exhibition style presentation was discussed and agreed. The chairman requested that the meeting on the 5th should be in Winterton Hall and going forward, should alternate between Winterton and Kelsey Halls.

ACTION: The clerk to book the hall and send out invitations. The clerk to use the existing contact list.

The chairman reported on correspondence received from Mark Raeside. He proposed responding by thanking the Village Trust and welcoming continuing communication.

9/14) AED

Cllr Forwood reported that the order had been placed and she would inform council as soon as it is received.

Cllr Lugton confirmed that a contingency of £1k had been drafted into the budget. It was noted that Robin had given a total figure of £1,300 with the equipment itself being £900.

Cllr Lugton proposed and Cllr Kirby seconded the payment donation of £1k. Unanimous vote in favour.

RESOLVED.

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Cllr Lugton stated that the donation should be paid under s137.

The location of the AED was discussed and it was agreed that subject to further investigations, it would be best placed at the Village Shop in Plaistow. Further examination into whether the unit should be attached to the building or on a separate post will be undertaken.

10/14) PLAYGROUND

The clerk presented the quote from Wickstead. It was acknowledged by council that although 2 further quotes had been sought, due to the original equipment being supplied and installed by Wickstead, any repairs and upgrading must be carried out by them.

The clerk informed council that Wickstead had honoured their original quote from 2012 and that the work could be undertaken from the week commencing the 17th of February.

Cllr Ribbens proposed and Cllr Kirby seconded. Unanimous vote in favour.

RESOLVED that the clerk authorises the works to be carried out at a cost of £4,080.65 + VAT.

11/14) FINANCE

Cllr Lugton reported that the budget form was in the care of the accountant and it was noted that the clerk had yet been sent through the proforma.

A budget of £39,710 had been agreed at the Finance Meeting but upon review is to be increased to £40,485. Copies of the budget statement had been previously circulated.

Proposed by Cllr Lugton and seconded by Cllr Ribbens. Unanimous vote in favour.

RESOLVED that the budget is £40,485, less the £300 grant from CDC = £40,185.

The proposed payment of £1,975 to the school in order to purchase Ipads was noted as the only substantial change to the budget. Council were informed that Kindford PC would also be making a grant in contribution to the school. It was further noted that a proposal for the clerk's expenses and for an increase from £500 to £750 would be put under the exclusion of the public item at the end of the meeting.

Noted that there is £44k in the current account and £17k in reserves.

The precept was discussed and it was put to a vote as to whether the council should increase the precept request in line with inflation.

Proposed by Cllr Baker and seconded by Cllr Ribbens, at a vote of 8 to 2 in favour.

RESOLVED that the precept request for 2014/15 is £39,500.

The mother and toddler group grant for £60 for play equipment was tabled.

Cllr Lugton proposed and Cllr Kirby seconded.

RESOLVED that the grant payment of £60 is authorised.

The clerk had obtained 3 quotes for a laptop as she had been using her own PC for council work. All three quotes were examined by the PC.

Cllr Lugton proposed the Intel Core I3 at a cost of £316.67 + VAT. Seconded by Cllr Perrin. Unanimous.

RESOLVED that the clerk purchases the laptop from Trusted PC Man.

12/14) HIGHWAYS

The chairman reported on the ongoing issue with the reoccurring damage to the church wall. Cllr Baker suggested placing an arrow sign in front of the wall.

The chairman requested that the clerk contact Highways to re-inform them.

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ACTION: The clerk to contact Highways to ask what safety issues they plan on enforcing.

The potholes within the parish were discussed. It was noted that the worst affected areas were: Nell Ball, Duns gate, Foxbridge Lane, Durfold Wood, the entrance to Crouchlands and opposite Winterton Hall. Cllr Lugton informed council that he had contacted Highways and to date, they have not taken any action.

ACTION: The clerk to chase Highways.

13/14) IFOLD ESTATES

Cllr Lugton reported that a special meeting is to be held on the 1st of February. There had been a few issues discussed at the AGM whereby it had been discussed that the chairman had been paying his wife to do the admin and the role had not been advertised in the first place.

The chairman was standing down upon agreement.

The residents of Ifold Estates have agreed to pay for an admin assistant to carry out the role but the job must be advertised. Cllr Lugton had been approached to undertake the role and he had stated that he would be able to.

14/14) POND CLEARANCE

It was noted that the clerk was in contact with the contractor and that the works were due to be completed at the end of the summer 2013.

ACTION: The clerk to chase.

Cllr Baker spoke briefly about the ongoing issues with dog faeces. The PC will be adopting a more proactive stance on prevention.

15/14) HEDGES

Cllr Perrin reported. It was agreed that further investigation into who owns the fence at Melrose was now urgent.

ACTION: The clerk to make further enquiries.

16/14 COMMUNITY RIGHT TO BID

Cllr Baker spoke of the scheme. She explained that the Parish could use the community Right to Bid to 'pause' the sale of buildings or land such as the local pub or shop. It gives the community time to develop a bid to buy it.

It was noted that it is important to nominate land and buildings to be part of a register of 'assets of community value' and that if something on the register is offered for sale, the Parish then has up to six months to prepare a bid.

The chairman stated that this could include local services too such as buses and the travelling library.

All in favour of compiling a list of assets.

ACTION: To be an agenda item for the next meeting.

EXCLUSION of THE PUBLIC

In accordance with the provisions of section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960 the press and public has been excluded from the meeting by reason of the confidential nature of the business to be transacted.

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Information relating to the financial /or business affairs of any particular person (including the authority holding that information).

The clerk's expenses were discussed and an agreement was presented.

RESOLVED that the clerk is paid her travel expenses when carrying out her duties within the Parish. The expenses policy was adopted.

17/14) DATES OF NEXT MEETINGS

AGREED:

Finance - Monday 10 February (Kelsey Hall)

Neighbourhood Planning Meeting - Guideline date: Wednesday 5 February (Winterton Hall)

Planning (rescheduled) - Wednesday 22 January (Winterton Hall)

Parish Council Meeting - Tuesday 18 February (Winterton Hall)

Meeting closed - 8.55pm

Mrs REBECCA KNIFTON ACILEx

Parish Clerk

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Chairman:.....

Dated: